



J. TYLER McCAULEY  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-2766  
PHONE: (213) 974-8301 FAX: (213) 626-5427

October 11, 2005

TO: Supervisor Gloria Molina, Chair  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

FROM: J. Tyler McCauley  
Auditor-Controller

**SUBJECT: AUDITOR-CONTROLLER'S TAX DIVISION REFURBISHMENT**

On January 4, 2005 your Board approved the refurbishment and reconfiguration of approximately 5,740 square feet of existing office space for the Auditor-Controller's (A-C) Tax Division, Property Tax Roll and Public Services Sections, with a projected cost of \$400,000. This project completes the A-C's multi-year program to reconfigure and upgrade existing office space to be technologically compatible and ergonomically appropriate.

This is to advise you that we have now received the final bids, at \$810,000, and have concluded that our preliminary estimates of \$400,000 were understated due to the following reasons:

- (1). Increase of space and project scope – An additional 1,200 square feet of space was allocated from an adjacent area provided by Treasurer and Tax Collector and, therefore, the project scope was accordingly expanded.
- (2). Comprehensive bid analysis – The Internal Services Department has provided a more comprehensive bid estimates which included a full range construction costs to complete the project (Attachment A).

There is no additional net County cost needed as the funding was approved and allocated, under the Capital Project Budget Unit 86721, during the recent Supplemental Budget process.

Board of Supervisors  
October 11, 2005  
Page 2

Please feel free to contact me if you have further questions, or your staff may contact Eric Sink at (213) 974-8364.

JTM: WW: KZR: ES

H:\Budget & Fiscal Functions\Budget FY 2005-06\Admin Assignments\Room 153 Memo.doc

Attachment

c: David E. Janssen, Chief Administrative Officer  
Sharon Harper, Chief Deputy, CAO  
Jan Takata, Financial and Asset Management Branch, CAO

**DEPARTMENT OF AUDITOR-CONTROLLER  
PROJECT ESTIMATES  
Tax Division – Room 153**

<u>DESCRIPTION</u>	<u>ESTIMATED COST</u>
Full office renovation to include: carpet, ceiling tile and grid, prime and paint walls, doors, and frames; modular furniture; voice, data and electrical wiring; project management.	
Modular Furniture & Seating	\$300,000.00
ISD Services: construction; carpet; ceiling tile and grid; prime and paint walls, doors, and frames; demolition and installation of electrical wiring.	460,000.00
ISD Services: Telecommunications, voice and data wiring, termination, testing.	<u>50,000.00</u>
<b>PROJECT TOTAL</b>	<u><b>\$810,000.00</b></u>